

2.0 Accessing LASS for both Lenders & Auditors

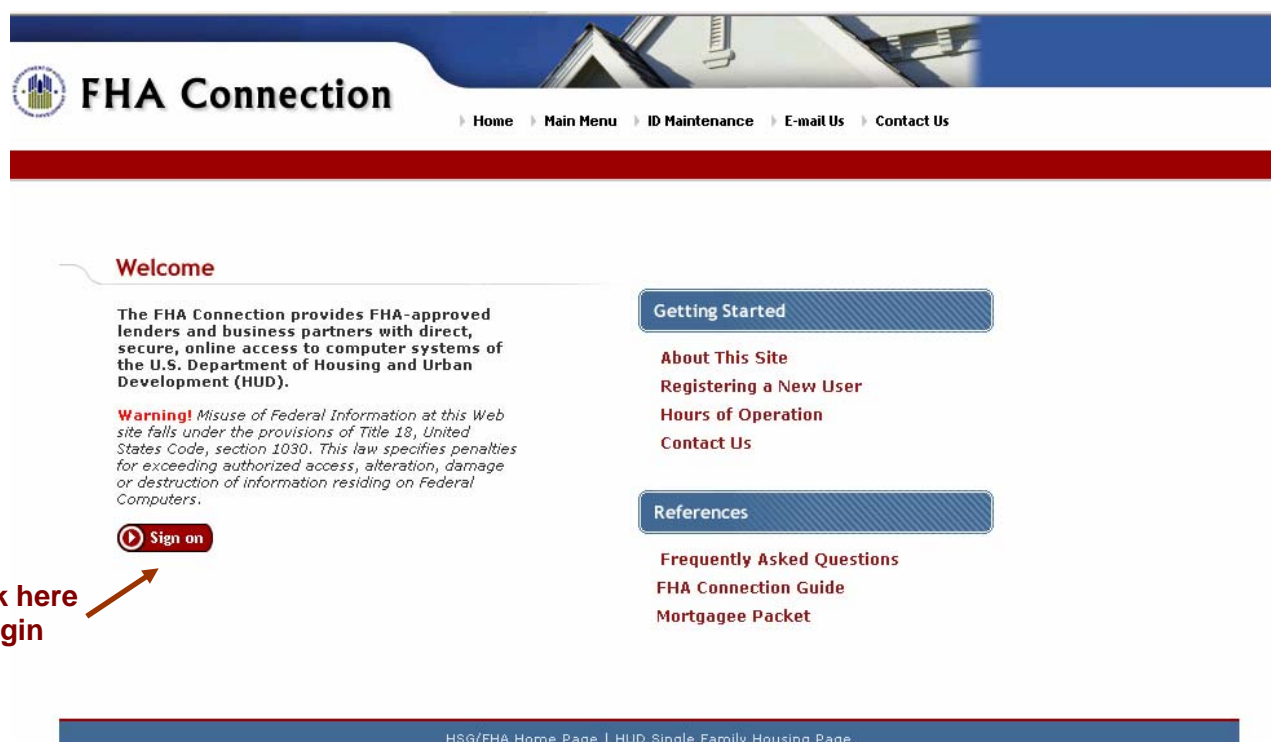
The following section outlines how to gain access to LASS for the various role codes (IPA, Data Entry, Submitter).

2.1 Accessing LASS as the Submitter (Lender)

Step 1: Access FHA Connection by going to <https://entp.hud.gov/clas/>

Step 2: Click on the 'Sign On' icon and enter the user's User ID and password in the pop-up box.

Note: Three incorrect login attempts will lock the user out and the user will need to have the password reset.



Step 3: Click on the 'Single Family FHA' link from the list. See below.

FHA Connection

Home Main Menu ID Maintenance E-mail Us Contact Us

Welcome MICHELLE MENDAROS

Single Family FHA	Provides access to the online business areas used to originate, process, insure and service FHA loans.	MORE
Multifamily FHA	Provides access to MDDR, PASS, and the Web-based eLOCCS system.	MORE
Lender Functions	Provides access to lender-related functions.	MORE

FHA Connection Resources

HUDCLIPS: The HUD Client Information and Policy System (HUDCLIPS) offers HUD clients free access to HUD's official repository of policies, procedures, announcements, and other materials using full-text online searches.

Lenders Information: The Lenders page located on HUD's Internet Web site provides access to information originated and maintained by HUD's Office of Housing on how to become an FHA lender, what FHA lenders need to know, and a comprehensive index of FHA-related information.

Mortgagee Letters: The FHA Mortgagee Letters page on HUD's Internet Web site enables you to view online and/or print all mortgagee letters issued since 1976.

Step 4: Click on 'Lender Assessment' from the Single Family Menu. Login box will popup asking the user for a User ID and password.

FHA Connection

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Single Family FHA

Single Family FHA Business Areas	Message Boards Updated as of:
Single Family Origination	Monday, February 12, 2007
Single Family Servicing	Friday, March 23, 2007
Property Improvement/Manufactured Housing	Tuesday, March 22, 2005
Lender Approval	Monday, January 22, 2007
Neighborhood Watch	Tuesday, March 22, 2005
Lender Assessment	
Physical Assessment	
Mortgagee Letters	

HSG/FHA Home Page | HUD Single Family Housing Page
HUD Multifamily Housing Page | HUDCLIPS | Lenders Information | Mortgagee Letters

Step 5: Enter in the same User ID and password that was used to access FHA Connection (Step 1).

Note: If the user receives an error message at this point stating the user ID is not set up correctly, the user has not been assigned the submitter role by the Application Coordinator. Reference Section 1.3.2 for instructions on how to assign the submitter role.

Step 6: Select the lender's firm name from the dropdown list and click 'Search'. See below.



**Lender Assessment
Electronic Submission**

U.S. Department of Housing and Urban Development
Office of Lender Activities

Instructions:
Choose a Lender Name and/or Status. Click the Search pushbutton to retrieve a particular lender's submission.

Lender Name
MAXIMUM MORTGAGE CONCEPTS

Status
ALL

Search

Click here

Note: After clicking 'Search' the user will be brought to the LASS inbox. These are the steps the user must follow each and every time the user wishes to access LASS.

2.2 Accessing LASS as the Auditor (Data Entry & IPA)

Step 1: Access Online Systems using <http://www.hud.gov/offices/reac/online/reasyst.cfm>

Step 2: Click on the 'LOG IN' button and enter the auditor's User ID and password in the pop-up box. See below.

Online Systems

- **ATTENTION PIH-REAC USERS!**

Release Schedule: (05/03/04)

- Friday May 28, 2004 - 8pm*
- Friday April 30, 2004 - 8pm*
- Friday August 13, 2004 - 8pm*
- Friday October 15, 2004 - 8pm*
- Friday December 17, 2004 - 8pm*

*Eastern Time

- **IMPORTANT!!!**

The Voucher Management System (VMS) is experiencing technical difficulties. The problem is currently being addressed. Please contact the Technical Assistance

 [Local information](#)
 [Print version](#)
 [Email this to a friend](#)

Existing users log in below

LOG IN

Need to access HUD systems?
Register below:

Online Registration

PASSWORD RESET

Note: Password reset will require you to provide exact information from

Click here

Step 3: Click on the 'Continue' button on the warning page. See below.

Legal Warning

Misuse of Federal Information through the HUD Secure Connection web site falls under the provisions of title 18, United States Code, Section 1030. This law specifies penalties for exceeding authorized access, alterations, damage, or destruction of information residing on Federal Computers.

Warning Notice

The Secure Systems security access software supports Internet Explorer 6.0 browser. Internet Explorer 5.0 browser is supported for all processing systems except ARAMS. Other browsers may not be compatible with this software.

Continue

Click here

Step 4: Click on the link for 'Lender Assessment Subsystem' from the main menu. See below.

Systems

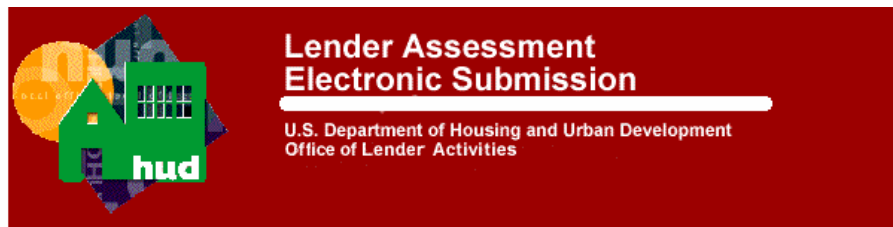
- [Financial Assessment Submission - PHA \(FASPHA\)](#)
- [Lender Assessment Subsystem \(LASS\)](#)
- [Unique IPA Identifier \(UII\) Registration System \(QASS\)](#)

Click here

System Administration

- [Password Change](#)

Step 5: Choose the appropriate client name from the dropdown list and click 'Search'. See below.



Instructions:
Choose a Lender Name and/or Status. Click the Search pushbutton to retrieve a particular lender's submission.

Lender Name

MAXIMUM MORTGAGE CONCEPTS ▼

Status

ALL ▼ Search

Click here



Note: After clicking 'Search' the user will be brought to the LASS inbox. These are the steps the user must follow each and every time the user wishes to access LASS.